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APPENDIX A**DEFINITIONS****Access**

The ability and opportunity to obtain knowledge of classified information. An individual, in fact, may have access to classified information by being in a place where such information is kept, if the security measures that are in force do not prevent the individual from gaining knowledge of such information.

Access Authorization

A formal determination that a person meets the personnel security requirements for access to classified information of a specified type or types.

Active Service (See Continuous Service)**Adjudication**

The process of an examination of a sufficient amount of information regarding an individual to determine whether the individual is an acceptable security risk. A determination that a person is an acceptable security risk equates to a determination of eligibility for access to classified information and/or sensitive duty assignment.

Adverse Action

A removal from employment, suspension from employment of more than 14 days, reduction in grade, reduction in pay, or furlough of 30 days or less.

Adverse Information

Any information that adversely reflects on the integrity or character of an individual, which suggests that the individual's ability to safeguard classified information may be impaired or that the individual's access to classified information clearly may not be in the best interest of national security. See Issue Information.

Agency

Any "Executive Agency" as defined in 5 U.S.C. 105, the "military departments" as defined in 5 U.S.C. 102, and any other entity within the Executive Branch that comes into the possession of classified information, including the Defense Intelligence Agency, National Security Agency, and the National Reconnaissance Office.

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Annual Training (AT)

A limited period of active duty for training with an automatic reversion to inactive duty when the specified period of training is completed, including the annual active duty for training that Selected Reserve members must perform each year to satisfy training requirements. See inactive duty for training (INACDUTRA).

Appeal

A formal request, submitted by an employee or applicant under the provisions of EO 12968, sec. 5.2, for review of a denial or revocation of access eligibility.

Applicant

A person, other than an employee, who has received an authorized conditional offer of employment for a position that requires access to classified information.

Authorized Investigative Agency

An agency authorized by law or regulation to conduct a counterintelligence investigation or a personnel security investigation of persons who are nominated for access to classified information, to ascertain whether such persons satisfy the standards for obtaining and retaining access to classified information.

Break-in-Service

When continuous service is disrupted for a period of time greater than 24 months. See Continuous Service.

Classification

The determination that official information requires, in the interests of national security, a specific degree of protection against unauthorized disclosure, coupled with a designation signifying that such a determination has been made.

Classified Information

Information that has been determined under Executive Order (E.O.) 12958, or any successor order, E.O. 12951, or any successor order, or the Atomic Energy Act of 1954 (42 U.S.C. 2011) to require protection against unauthorized disclosure.

Classified Material

Any matter, document, product or substance on or in which classified information is recorded or embodied.

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Classification Management

A discipline which seeks to ensure that official information is classified only when required in the interest of national security, is properly identified and retains the classification assigned only as long as necessary.

Clearance

A formal determination that a person meets the personnel security standards and is thus eligible for access to classified information other than that protected in a special access program. There are three types of clearances: Confidential, Secret, and Top Secret. A Top Secret clearance makes an individual eligible for access to Top Secret, Secret, and Confidential classified material; a Secret clearance to Secret and Confidential material; and a Confidential clearance to Confidential material.

Cleared Contractor

Any industrial, educational, commercial, or other entity, grantee, or licensee, including an individual, that has executed an agreement with the Federal Government to perform services enumerated on a classified contract, license, independent research and development (IR&D) program, or other arrangement that requires access to classified information.

Cleared Contractor Employee

As a general rule, this term encompasses all contractor employees granted a personnel security clearance under the National Industrial Security Program.

Cohabitant

A person living in a spouse-like relationship with another person. (See immediate family.)

Command

For the purpose of this regulation, any organizational entity including a unit, ship, laboratory, base, squadron, activity, facility, etc.

Commanding Officer

For the purpose of this regulation, the head of an organizational entity. The term includes commander, officer in charge, naval representative, director, inspector, and any other title assigned to an individual, military or civilian, who, through command status, position or administrative jurisdiction, has authority over an organizational entity.

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Communications Security (COMSEC)

The protective measures taken to deny unauthorized persons information derived from telecommunications of the United States government related to national security and to ensure the authenticity of such communications.

Compelling Need

A senior official's (or designee's) signed determination, based upon an assessment of risk, that a person's services are essential to accomplishing an operation or mission. (See waiver.)

Compromise

A security violation which has resulted in confirmed or suspected exposure of classified information or material to an unauthorized person. A compromise is considered confirmed when conclusive evidence exists that classified material was compromised. A compromise is considered suspected when some evidence exists that classified material has been subjected to compromise.

Condition (See Exception)

Confidential Periodic Reinvestigation

An investigation conducted at 15-year intervals for the purpose of updating a previously completed NAC, ENTNAC, or NACI. The CPR includes the elements of the NACLC.

Continuous Evaluation

The process by which all individuals who have established security clearance eligibility are monitored to assure they continue to meet the loyalty, reliability and trustworthiness standards expected of individuals who have access to classified information. The monitoring process relies on all personnel within a command to report questionable or unfavorable security information which could place in question an individual's loyalty, reliability, or trustworthiness.

Continuous Service

Includes honorable active duty; attendance at the military academies; membership in ROTC scholarship program; Army and Air Force National Guard membership; service in the military Ready Reserve forces (including active status); civilian employment in government service, employment with a cleared contractor or employment as a consultant with access to classified information under the National Industrial Security Program. For security clearance purposes continuous service is maintained despite changes from one of the above statuses to another as long as there is no single break in service greater than 24 months.

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Counterintelligence

Counterintelligence means information gathered and activities conducted to protect against espionage, other intelligence activities, sabotage, or assassinations conducted for or on behalf of foreign powers, organizations or persons, or international terrorist activities, but not including personnel, physical, document, or communications security programs.

Critical Nuclear Weapon Design Information (CNWDI)

Top Secret Restricted Data or Secret Restricted Data that reveals the theory of operation or design of the components of a thermo-nuclear or implosion type fission bomb, warhead, demolition munitions, or test device. Specifically excluded is information concerning arming, fuzing, and firing systems; limited life components; and total contained quantities of fissionable, fusionable, and high explosive material by type. Among these excluded items are the components that DoD personnel set, maintain, operate, test or replace.

Defense Clearance and Investigative Index (DCII)

The DCII is the single, automated, central DoD repository which identifies investigations conducted by DoD investigative agencies, and personnel security determinations made by DoD adjudicative authorities.

Deliberate Compromise

Any intentional act done with the intent of conveying classified information to any person not officially authorized to receive it.

Deviation (See Exception)**DoD Component**

Includes the Office of the Secretary of Defense; the Military Departments; Chairman of the Joint Chiefs of Staff and the Joint Staff; Directors of Defense Agencies and the Unified Combatant Commands.

Employee

A person, other than the President and Vice President, employed by, detailed or assigned to, an agency, including members of the Armed Forces; an expert or consultant to an agency; an industrial or commercial contractor, licensee, certificate holder, or grantee of an agency, including all subcontractors; a personal services contractor; or any other category of person who acts for or on behalf of an agency as determined by the appropriate agency head.

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Entrance National Agency Check (ENTNAC)

A review of records held by certain National agencies including the Federal Bureau of Investigation (FBI). Conducted on a first term enlistee in the Navy or Marine Corps. The FBI check is a name check only.

Exception

An adjudication decision to grant or continue a security clearance or SCI access despite a failure to meet adjudicative or investigative standards. The head of the agency concerned or designee will make such decisions. An exception precludes reciprocity without review of the case by the gaining organization or program. Although they seldom occur, here are three types of exceptions granted by the DON CAF:

condition: Clearance or SCI access granted or continued with the proviso that one or more additional measures will be required.

deviation: Clearance or SCI access granted or continued despite either a significant gap in coverage or scope in the investigation or an out-of-date investigation.

waiver: Clearance or SCI access granted or continued despite the presence of substantial issue information that would normally preclude access.

Executive Branch of the Government

All Federal activities that are not part of the legislative branch (which includes the Congress and congressional staffs, General Accounting Office, General Printing Office) and the judicial branch (which includes the Supreme Court, United States Courts). The executive branch is comprised of executive departments, independent establishments, and government corporations. The departments, offices, and agencies relevant to the personnel security program are Agriculture, Commerce (Patent Office), Defense (the Military Departments and Defense Agencies), Education, Energy, Health and Human Services (Public Health Service, National Institutes of Health, Social Security Administration), Housing and Urban Development, Interior, Justice (Federal Bureau of Investigation, Immigration and Naturalization Service, Drug Enforcement Administration), Labor, State, Transportation (U.S. Coast Guard, Federal Aviation Administration, Maritime Administration), and Treasury (U.S. Customs Service, Internal Revenue Service, U.S. Secret Service). Among the independent establishments and government corporations are Office of Personnel Management, Central Intelligence Agency, General Services Administration, U.S. Postal Service, Nuclear

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Regulatory Commission and National Aeronautics and Space Administration.

Facility Access Determination (FAD)

A process whereby commanding officers, in their responsibilities under the Internal Security Act of 1950 to protect persons and property under their command against the actions of untrustworthy persons, may request personnel security investigations and review the results to determine whether to allow the identified person(s) access to facilities under the commanding officer's control.

Foreign National

Any person not a U.S. citizen, U.S. national, or immigrant alien. American citizens representing foreign governments, foreign private interests, or other foreign nationals are considered to be foreign nationals for purposes of this regulation, when acting in that capacity.

Formerly Restricted Data

Information removed from the Restricted Data category upon joint determination by the DOE (or antecedent agencies) and the DoD that such information relates primarily to the military utilization of atomic weapons and that such information can be safeguarded adequately as classified defense information.

Head of DoD Component

The Secretary of Defense, the Secretary of the Navy and the Secretaries of the other military departments, the Chairman of the Joint Chiefs of Staff, the Commanders of Unified Combatant Commands, and the Directors of Defense Agencies.

Immediate Family

Any and all of the following are members of a person's immediate family: father, mother, brother, sister, spouse, son, daughter. Each of these terms includes all of its variants; e.g., "sister" includes sister by blood, sister by adoption, half-sister, stepsister, and foster sister. For purposes of determining security clearance and SCI access, cohabitants have a status identical to that of immediate family.

Immigrant Alien

Any alien lawfully admitted into the United States under an immigration visa for permanent residence.

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Inactive Duty Training (INACDUTRA)

An authorized period of inactive duty training conducted to enhance the participating reservist's readiness for mobilization. Drills are performed either with or without pay. Drills are usually performed per a published schedule established in advance by the unit commanding officer to meet the requirements of the unit.

Intelligence Community

United States organizations and activities identified by executive order as making up the community. The following organizations currently comprise the intelligence community: Central Intelligence Agency; National Security Agency; Defense Intelligence Agency; special offices within the Department of Defense for the collection of specialized foreign intelligence through reconnaissance programs; the Bureau of Intelligence and Research of the Department of State; and the intelligence elements of the military services.

Interim Security Clearance

A local determination to allow temporary access to classified information based on the favorable minimum investigative requirements, pending the completion of the full investigative requirements. (Interim access to Sensitive Compartmented Information cannot be approved locally and must be requested from the DON CAF).

Investigation (See Personnel Security Investigation)

Issue Information

Any information that could adversely affect a person's eligibility for access to classified information. See Adverse Information.

Minor Issue Information: Information that, by itself, is not of sufficient importance, or magnitude to justify an unfavorable administrative action in a personnel security determination.

Substantial Issue Information: Any information, or aggregate of information that raises a significant question about the prudence of granting a security clearance or SCI access. Normally, substantial issue information constitutes the basis for a determination made with waiver or condition, or for denying or revoking a security clearance or SCI access.

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JAG Manual Investigation

A proceeding conducted in accordance with the Manual of the Judge Advocate General, chapters II through VI, often ordered by the command having custodial responsibility for classified material which has been compromised or subjected to compromise.

Limited Access Authorization (LAA)

Authorization for access to Confidential or Secret information granted by the Chief of Naval Operations (N09N2) to non-U.S. citizens and immigrant aliens. These authorizations are limited to only that information necessary to the successful accomplishment of assigned duties and are based on a favorable review of the completed Single Scope Background Investigation. The DSS OCC grants LAAs for industry employees.

Local Agency Checks (LACs)

A check of civilian law enforcement, criminal, civil courts, etc., where an individual has resided or been employed within the scope of an investigation. This check can only be accomplished by either the DSS or OPM.

Local Records Check (LRC)

A command review of available personnel, medical, legal, security, base/military police and other command records. A review of local civilian law enforcement records, the National Crime Information Center (NCIC), and the servicing NCIS office is prohibited.

Minor Derogatory Information (See Issue Information)**National Agency Check (NAC)**

A review of records of certain national agencies, including a technical fingerprint search of the files of the Federal Bureau of Investigation.

National Agency Check Plus Written Inquiries and Credit Check (NACIC)

A review of documents and records conducted by the Office of Personnel Management (OPM), including a NAC and written inquiries to law enforcement agencies, former employers and supervisors, references, schools and financial institutions.

National Agency Check with Local Agency Checks and Credit Check (NACLIC)

The personnel security investigative requirement developed under E.O. 12968 for persons who will require access to Secret and Confidential classified information. A NACLIC covers the past 5

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years and consists of a NAC, a financial review, certification of date and place of birth, and LACs.

National Industrial Security Program (NISP)

National program to safeguard classified information that is released to contractors, licensees, and grantees of the U.S. Government. The NISP is a single, integrated, cohesive industrial security program to protect classified information and preserve U.S. economic and technological interests.

National Security

The national defense and foreign relations of the United States.

National Security Position

Those positions that support the activities of the U.S. Government concerned with the protection of the nation from foreign aggression and espionage, including development of defense plans or policies, intelligence or counterintelligence activities, and related activities concerned with the preservation of the military strength of the U.S. and positions that require regular use of, or access to, classified information.

Naval Nuclear Propulsion Information (NNPI)

All information, classified or unclassified, concerning the design, arrangement, development, manufacture, testing, operation, administration, training, maintenance, and repair of the propulsion plants of naval nuclear powered ships and naval nuclear power plant prototypes, including the associated nuclear support facilities.

Naval Personnel

All Department of the Navy (DON) civilian employees, military officer and enlisted personnel (both regular and reserve), and DON personnel of nonappropriated-fund instrumentalities.

Need for Access

A determination that an individual requires access to a particular level of classified information in order to perform or assist in the performance of a lawful and authorized government function.

Need to Know

A determination made by an authorized holder of classified information that a prospective recipient requires access to specific classified information in order to perform or assist in the performance of a lawful and authorized government function essential to the fulfillment of an official U.S. Government

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program. Knowledge, possession of, or access to, classified information will not be afforded to any individual solely by virtue of the individual's office, rank, position, or security clearance eligibility.

Personnel

Any DON civilian, military, or contractor employee.

Personnel Security Investigation (PSI)

Any investigation required for the purpose of determining the eligibility of DoD military and civilian personnel, contractor employees, consultants, and other persons affiliated with the DoD, for access to classified information, acceptance or retention in the Armed Forces, assignment or retention in sensitive duties, or other designated duties or access requiring such investigation. PSIs are conducted for the purpose of making initial personnel security determinations and to resolve allegations that may arise subsequent to a favorable personnel security determination to ascertain an individual's continued eligibility for access to classified information or assignment or retention in a sensitive position.

Reciprocity

Acceptance by one agency or program of a clearance or access eligibility determination, whether favorable or unfavorable, made by another. Reciprocity does not include agency determinations of employment suitability.

Reinvestigation

An investigation conducted for the purpose of updating a previously completed investigation of persons occupying sensitive positions, afforded access to classified information or assigned other duties requiring reinvestigation. The intervals of reinvestigation are dependent upon the sensitivity of the position or access afforded. A periodic reinvestigation of an SSBI is conducted at 5 year intervals, a Secret periodic reinvestigation (SPR) is normally conducted at 10 year intervals and a Confidential periodic reinvestigation (CPR) is conducted at 15 year intervals.

Scope

The time period to be covered and the sources of information to be contacted during the prescribed course of a PSI.

Secret Periodic Reinvestigation

An investigation conducted at 10 year intervals for the purpose of updating a previously completed NAC, ENTNAC, or NACI. The SPR includes the elements of the NACLC.

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Security

A protected condition which prevents unauthorized persons from obtaining classified information of direct or indirect military value. This condition results from the establishment and maintenance of protective measures which ensure a state of inviolability from hostile acts or influence.

Security Clearance Eligibility (See Clearance)

Security Policy Board (SPB)

The board established by Presidential Decision Directive (PDD) 29 to consider, coordinate, and recommend policy directives for the executive branch of the U.S. government.

Security Violation

Any failure to comply with the regulations for the protection and security of classified material.

Senior Official of the Intelligence Community (SOIC)

The heads of organizations within the intelligence community as defined by E.O. 12333, or their designated representatives. The DoD SOIC's include, Director, National Security Agency; Director, Defense Intelligence Agency; Deputy Chief of Staff for Intelligence, U.S. Army; Assistant Chief of Staff for Intelligence, U.S. Air Force; and the Director of Naval Intelligence, U.S. Navy.

Sensitive Compartmented Information (SCI)

Classified information concerning or derived from intelligence sources, methods, or analytical processes, which is required to be handled within formal access control systems established by the Director of Central Intelligence.

Sensitive Duties

Duties in which an assigned military member or civilian employee could bring about, by virtue of the nature of the duties, a material adverse affect on the national security. Any duties requiring access to classified information are sensitive duties.

Sensitive Position

Any position so designated, in which the occupant could bring about, by virtue of the nature of the position, a materially adverse affect on the national security. All civilian positions within the DoD are designated either special-sensitive, critical-sensitive, noncritical-sensitive, or nonsensitive.

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Significant Derogatory Information - (See Issue Information)
Information that could, in itself, justify an unfavorable administrative action, an unfavorable security determination, or prompt an adjudicator to seek additional investigation or clarification.

Single Scope Background Investigation (SSBI)

A personnel security investigation which provides extensive information regarding an individual, gathered from people and places where the individual has lived or worked. The period of investigation for a SSBI is variable, ranging from 3 years for neighborhood checks to 10 years for local agency checks. No investigative information will be pursued regarding an individuals' lives prior to their 16th birthday.

Special Access Program (SAP)

A program established under DoD Directive 0-5205.7, for a specific class of classified information that imposes safeguarding and access requirements that exceed those normally required for information at the same classification level.

Special Investigative Inquiry (SII)

A supplemental personnel security investigation of limited scope conducted to prove or disprove relevant allegations concerning an individual upon whom a personnel security determination has been previously made and who, at the time of the allegation holds a security clearance or otherwise occupies a position that requires a personnel security determination.

Substantial Issue Information - (See Issue Information)

Transmission

Any movement of classified information or material from one place to another.

Unfavorable Administrative Action

Action taken as the result of an unfavorable personnel security determination including a denial or revocation of security clearance eligibility; denial or revocation of access to classified information, denial or revocation of a SAP or SCI access authorization; nonappointment to or nonselection to a sensitive position.

Unfavorable Personnel Security Determination

A determination based on an assessment of available information that an individual does not meet the trustworthiness standards required for access to classified information or assignment to sensitive duties.

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Unauthorized Disclosure

A communication or physical transfer of classified information to an unauthorized recipient.

United States Citizen (to include U.S. Nationals)

A person born in the United States or any of its territories, a person born abroad but having one or both parents who are themselves United States citizens, and a person who has met the requirements for citizenship as determined by the Immigration and Naturalization Service and has taken the requisite oath of allegiance.

United States National

A United States citizen, or a person who, though not a citizen of the United States, owes permanent allegiance to the United States. NOTE: Consult 8 U.S.C. 1401(a)(1-7) whenever there is doubt whether a person qualifies as a national of the United States.

Waiver - See Exception.